



I. INTRODUCTION

Article 1 Preamble

Bulgarian VACC policy is a document that regulates rules in Bulgarian VACC and is a fulfillment to regulations that are in effect on VATSIM network, in particular VATSIM code of Conduct, VATSIM Code of Regulations, Global Rating Policy, transfer and Visiting Controller Policy, VATEMEA Regional Policy, VATEUD Division Policy. Those documents have priority over the Bulgarian VACC Policy.

Article 2

1. Bulgarian VACC is a non formal organisation that associates virtual aviation enthusiasts that are members of VATSIM network.
2. Bulgarian VACC is not a registered entity.
3. Bulgarian VACC is a part of VATSIM structures - member of European division (VATEUD), and European, Africa and Middle East region (VATEMEA), which both supervise VACC over its work.

II. MEMBERS

Article 3

1. Everyone who:

- a) Is registered in VATSIM as a member and upholds unrestricted access to VATSIM services;
- b) Has been assigned to the European division VATEUD and has chosen Bulgarian VACC as a default VACC;
- c) Is 13 years old or older;

d) Accepts the regulations in this policy and in other documentation provided by Staff members, might be a member of Bulgarian VACC.

2. Members of Bulgarian VACC are divided into:

- a) ATC members;
- b) Regular members.

3. ATC member is a member who:

- a) Has completed ATC training in the Bulgarian VACC training department and has been promoted to a rating STU2 or higher from Bulgarian VACC recommendation (acceptance of the recommendation is approved from Bulgarian VACC Director and Deputy Director), or successfully completed a transfer process to Bulgarian VACC;
- b) Remains Bulgarian VACC member on the rights given in the Article 3 paragraph 1 of this policy.

4. Regular member is a member who:

- a) Complies with rules given in Article 4 paragraph 1 of this Policy;
- b) Has assigned his certificate to Bulgarian VACC in the VATSIM CERT system.

Article 4

Responsibilities of Bulgarian VACC members

1. Each member of the Bulgarian VACC is responsible for:

- a) Building a positive image of the Bulgarian VACC in the VATSIM Network association and Sim community;
- b) Complies with the provisions of the overriding VATSIM, VATEMEA and VATEUD policies, this Policy, as well as other regulations of the Bulgarian VACC;
- c) Maintaining appropriate relationship, personal culture and rules of social behavior with other members of VATSIM and the Bulgarian VACC;
- d) Taking care of the security of information on the protection of personal data;
- e) Taking an active part in the activities of Bulgarian VACC;
- f) Provide information on any events, situations and events that may adversely affect the image of Bulgarian VACC, its Board and / or members to the Director of the Bulgarian VACC.

2. All members are required to:

- a) Comply with instructions, rules and other documents relating to the operation and provision of air traffic control service, flight information service and others;
- b) Providing service in the most professional way possible;
- c) Actively participate in events and meetings organized by or in cooperation with the Bulgarian VACC;
- d) Treat all members courteously when exercising air traffic control and flight information service;
- e) Accept advice from more experienced members;

Article 5

Rights of Bulgarian VACC members

1. All members are entitled to:
 - a) Receive due support and necessary information regarding VATSIM services from Bulgarian VACC staff;
 - b) Participate in the activities of the Bulgarian VACC;
 - c) Use the materials intended for them, made available by Bulgarian VACC;
2. Additionally, ATC members are entitled to:
 - a) Use of information and operational documents intended for them;
 - b) Taking the position of air traffic control in FIR Sofia in accordance with the permissions and rating held.

Article 6

Disciplinary actions and members rewarding

1. Members can be disciplined and rewarded by the Bulgarian VACC Board;
2. A member may be disciplined for violating the Bulgarian VACC Policy, regulations or other supplementary regulations by:
 - a) Warning letter;
 - b) Access limitation to local VACC services;
 - c) Submitting a request for disciplinary action to supervisory authority.
3. The member can be rewarded for the following reasons:
 - a) Having successful recent mentoring activity (at least 2 students passing their exams in 6 consecutive months period);
 - b) Being helpful for other members, especially newly registered;
 - c) Taking active part in all events organized by Bulgarian VACC.

III STAFF

Article 8

Staff and staff members

1. The Board of Bulgarian VACC collectively by delegation is responsible for running the VACC.
2. Members of the Board are:
 - a) Director of the Bulgarian VACC;
 - b) Deputy Director of the Bulgarian VACC;
 - c) Training Director of the Bulgarian VACC, or their representatives;
 - d) Technical Director of the Bulgarian VACC, or their representatives;
 - e) Event Director of the Bulgarian VACC, or their representatives.

3. The specific tasks and duties of all members of the Board include:
 - a) Taking care of proper development of Bulgarian VACC;
 - b) Performing tasks appropriate for each member of the Board;
 - c) Representing the Bulgarian VACC community in VATEUD, VATEMEA and VATSIM meetings, as well as in the media and the public;
 - d) Promotion of virtual aviation, including VATSIM network;
 - e) Maintaining materials appropriate for each member of the Board, available to members of the Bulgarian VACC;
 - f) Managing the works and activities of the Bulgarian VACC;
 - g) Accept and/or determinate Staff members of the Board with voting 50 + 1;
4. Meetings and voting
 - a) The staff have meetings when the Director, or at least half of the Board, decide so. The date of the meeting should be announced to the staff at least one week before the meeting;
 - b) Decisions are taken with simple majority (50 plus 1). Each board member has one vote. The proposal seconded by the Director wins in case of equal votes.

Article 9

Bulgarian VACC Director

1. The Director of the Bulgarian VACC is vested with the ultimate responsibility for the VACC.
2. The specific tasks of the Bulgarian VACC Director include:
 - a) Coordinating and managing the work of the Board;
 - b) Receiving and considering complaints, motions and grievances addressing to the Bulgarian VACC Board;
 - c) Problems and conflicts resolution within the VACC;
 - d) Directing the development of Bulgarian VACC;
 - e) Taking disciplinary actions and rewarding members;
 - f) Accepting and handling member transfers;
 - g) Reporting current affairs to VATEUD, VATEMEA, and VATSIM BoG.
3. The Bulgarian VACC Director shall exercise his mandate until he/she resigns or is recalled. The VACC Director shall perform his duties until the appointment of a new VACC Director, and if he/she is unable to do so, Deputy Director shall perform these duties.

Article 10

Bulgarian VACC Deputy Director

1. The Deputy Director of Bulgarian VACC, supports Bulgarian VACC Director in he/she work:
 - a) Coordinating and managing the work of the Board;

- b) Receiving and considering complaints, motions and grievances addressing to the Bulgarian VACC Board;
 - c) Problems and conflicts resolution within the VACC;
 - d) Directing the development of Bulgarian VACC;
 - e) Taking disciplinary actions and rewarding members;
 - f) Accepting and handling member transfers;
 - g) Reporting current affairs to VATEUD, VATEMEA, and VATSIM BoG.
2. The Bulgarian VACC Deputy Director shall exercise his mandate until he/she resigns or is recalled. The VACC Deputy Director shall perform his duties until the appointment of a new VACC Deputy Director, and if he/she is unable to do so, the Director shall perform these duties.

Article 11

Bulgarian VACC Training Director

1. The Training Director of Bulgarian VACC, is responsible for the training department of the VACC.
2. The specific tasks of the Bulgarian VACC Training Director include:
 - a) Prepare the training program of the VACC.
 - b) The responsibility and preparation of the training documents of the VACC, according to the VATEUD training policy.
 - c) Responsible for assigning mentors to the students.
 - d) The responsibility and preparation of the exams of the students.
 - e) To report monthly the situation in the training department to the VACC Director / Deputy Director.
 - f) To prepare the rosters for events hosted by the Bulgarian VACC.
 - g) To take part in the Board of the Bulgarian VACC.
3. The Bulgarian VACC Training Director has the right to offer changes to the Training policy of the Bulgarian VACC.
4. The Bulgarian VACC Training Director shall exercise his mandate until he/she resigns or is recalled. The VACC Training Director shall perform his duties until the appointment of a new VACC Training Director, and if he/she is unable to do so, Deputy Training Director shall perform these duties.
5. The duties of the Bulgarian VACC Training Director are supported by the Bulgarian VACC Deputy Training Director.

Article 12

Bulgarian VACC Technical Director

1. The Bulgarian VACC Technical Director is responsible for maintaining the VACC's:
 - a) Sector files
 - b) Website
 - c) Discord server
 - d) To take part in the Board of the Bulgarian VACC.
2. The Bulgarian VACC Technical Director shall exercise his mandate until he/she resigns or is recalled. The VACC Technical Director shall perform his duties until the appointment of a new VACC Technical Director, and if he/she is unable to do so, the Deputy Technical Director / Director shall perform these duties.

Article 13

Bulgarian VACC Event Director

1. The Bulgarian VACC Event Director has the responsibility to:
 - a) Organizing events for the Bulgarian VACC.
 - b) Organizing events in collaboration with other VACC.
 - c) Creating banners and promoting the events of the Bulgarian VACC.
 - d) Maintaining the social networks of the Bulgarian VACC.
 - e) Maintaining good relations with the event directors of other VACC.
 - f) Send monthly reports regarding events to the Bulgarian VACC Director / Deputy Director.
- d) To take part in the Board of the Bulgarian VACC.
2. The Bulgarian VACC Event Director shall exercise his mandate until he/she resigns or is recalled. The VACC Event Director shall perform his duties until the appointment of a new VACC Event Director, and if he/she is unable to do so, the Deputy Event Director / Director shall perform these duties.

IV. VISITING / TRANSFERRING CONTROLLERS

Article 14

Visiting Controllers

1. Controllers wishing to visit the Bulgarian VACC must:
 - a) Hold an S3 rating with 50 hours or more, in a VACC other than the Bulgarian VACC
 - b) Complete training in accordance with the Visiting Controller training program of the Bulgarian VACC.
2. Visiting controller rights shall be taken in accordance with Article 4 Paragraph 2 of this policy.

Article 15

Transferring controllers

1. Controllers wishing to transfer to the Bulgarian VACC must:
 - a) Complete initial training in accordance with the Visiting Controller training program of the Bulgarian VACC.

V. FINAL PROVISIONS

Article 16

1. The Provisions of this policy are in effect from 27.06.2021
2. All members retain their status on the date of the initiation of the Bulgarian VACC
3. Members of the Board receive their status on the date of initiation of the Bulgarian VACC.
4. This policy has been approved by the Bulgarian VACC Board and the VATEUD Board.
5. In matters not contained in this Policy, the provisions of superior acts should apply - VATSIM CoC, VATSIM Code of Regulations, VATSIM Global Rating Policy, VATEMEA Policy, VATEUD Policy.

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